

**Hassan Kamel**

DOB : 13/05/1993

General Accountant Profile

Seeking a challenging position with a successful organization, where I can make use of my skills, my qualifications, capabilities, and practical experiences.

Financial reporting experience has been gained with MIS reporting. Highly experienced General Accountant with 8 years of experience on accounting and management. Highly skilled in various areas including but not limited to general accounting, accounts receivable and payable management, payroll administration, cost control, inventory control, logistics management, online banking transactions, vouchers and ledgers management, posting, reporting, statutory compliance with good command over administration. Hold capability to prepare monthly accounts and reports from start up to finalization, liaison with banks and auditors. Have sound financial judgment, analytical thinking, coordination, organizational, problem solving and time management skills.

Contact

Address

Kuwait, 105 St Al Frawainya
Block 5

Phone

(00965) 90076173

Email

hassankamel093@gmail.com

Hkamal597@yahoo.com

LinkedIn

[linkedin.com/in/hassan-kamel-8a414b1b6](https://www.linkedin.com/in/hassan-kamel-8a414b1b6)

Facebook

<https://www.facebook.com/hassan.kanal.1253236>

Professional

- Experience of working directly alongside the Head of Finance Very good at streamlining a and accounts preparation.
- Complicating detailed complex reconciliation to tight deadline
- Ability to percent complex financial data to a non - accounting audience
- A strong interested in financial services and banking
- Respects for diversity and stativity to other cultures

Skills

- Languages (En - AR)
- 1. Can interact and work in a multi-cultured environment.
- 2. Efficient in writing and communication skills.
- 3. Good command over written and verbal English and Arabic.
- 4. Ready for relocation and prepared to participate in any corporate functions.
- 5. Punctual, motivated, highly organized, and competent individual
- 6. Proficient in MS Office, Word, Excel, Outlook, and Lotus Notes.
- 7. Proficient in e-mail, fax and Internet usage and other office related machines.
- 8. Operating Systems - Windows, DOS - Office Tools - Microsoft Office - Hardware and Software
- 9. Protecting wealth through effective & legal tax planning.
- 10. Very focused and able to work in an environment where there are frequent interruptions and distractions.

career

april 2022 - present

General Accountant

at AL Ghanim International General Trading & Contracting Co. W.L.L

- Keeping track of debts owed to the organization and collect outstanding debts.
- Keep track on incoming cash flow.
- Report to Management and supervisors on payment discrepancies.
- Organize and maintain financial documents.
- Maintaining customer files by entering billing data and other relevant information.
- Offer support and analysis to other accounting departments.
- Preparation of Bank Reconciliations.
- Keeping complete and accurate Inventory records
- Keeping Financial control records for receipts/ expenditure
- Verifying financial documents for validity and accuracy.
- Managing the receipts and deposit of cash transactions.
- Ensuring that all invoices & staff reimbursement is paid
- Preparation of monthly Payroll and maintaining accurate payroll records according to legal and official obligation requirements.
- Responsible for site sub-contractors and letter of credit additional petty cash.

2018-2022

General Accountant

at Khalid Ali Al-Kharafi & Bros Co In Kuwait

- receivable & banks accountant and all reports related, supplier's accountant, bank reconciliation, sub-contractors - L/C accountant, petty cash and Involved in working within a financial accounting team and responsible for repairing, examining and analyzing accounting records, financial statements and other financial reports.
- Keeping Financial control records for receipts/ expenditure
- Verifying financial documents for validity and accuracy.
- Managing the receipts and deposit of cash transactions.
- Ensuring that all invoices & staff reimbursement is paid

2016-2017

Accountant

at Universal Red Farme Company In Egypt

receivable & banks accountant and all reports related , suppliers accountnat , bank reconciliation , sub-contractors - L/C accountant ,petty cash and Involved in working within a financial accounting team and responsible for repairing, examining and analyzing accounting records, financial statements and other financial reports. Keeping Financial control records for receipts/ expenditure. Verifying financial documents for validity and accuracy. Managing the receipts and deposit of cash transactions. Ensuring that all invoices & staff reimbursement is paid.

2014-2016

Accountant

at External Auditor Marwa Othmen In Egypt

Reviewing monthly departmental profit and losses. Assisting with financial and tax audits. Detecting and preventing fraud. Controlling income and expenditure. Completing tax returns.

Academic

2018

Professional Financial Accountant course from Ain Shams University

2013

Studying CMA

ICDL Training course

2011 - 2015

Bachelor Degree from The Faculty of Commerce English section (BANI SOUIF UNIVERSITY)

REFERENCES

available on request

Visa article 18 transferable